



Allenstown Sewer Commission
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TOWN OF ALLENSTOWN
Sewer Commission
35 Canal Street
Allenstown, NH 03275
October 19, 2021

CALL TO ORDER

The Allenstown Sewer Commission meeting of October 19, 2021 was called to order by Chair James Rodger at 4:02 p.m.

ROLL CALL

Present on the Board: Jim Rodger, Chairman, Commissioner, Alan Turcotte, Commissioner, David Bouffard (detained)

Present from the audience: Jeff Backman, Superintendent; Russell McMahon, Operations Foreman, Michael Trainque, Hoyle Tanner and Associates, Inc.

PLEDGE OF ALLEGIANCE

Chair Rodger called for the Pledge of Allegiance.

APPOINTMENTS WITH CONSULTANTS

- **Michael Trainque, Hoyle Tanner and Associates, Inc.**
 - Suncook Pond Pump Station

Michael Trainque reviewed the updates with Suncook Pump Station.

Mr. Trainque presented the board with the Certificate of Substantial Completion, effective as of September 23, 2021. The board reviewed the certificate and punch list Mr. Trainque presented. Mr. Trainque answered the board's questions and concerns regarding:

- Items on the punch list
- Issues with the cement platform for the winch
- The crane
- How the retainage and escrow work within the contract and final completion
- Concerns regarding the paving of the road, catch basins and settlement

After much discussion and consideration, it was decided that there will another meeting next week and the board will hold off for now, on signing the Certificate of Completion for the Suncook Pond Pump Station.

Mr. Trainque presented to the board the Construction Phase Engineering Services Contract status. He reviewed each line item and answered the board's questions regarding the status. Mr. Trainque also reviewed Amendment No. 2 to the Engineering Construction Phase/Contract for Professional Services and answered any questions the board had regarding this amendment. It was decided by the board that these documents will be reviewed at the meeting next week to be voted on for acceptance.

OLD BUSINESS

- **Review Manhole Detail**

Superintendent Backman discussed the meeting he had with Commissioner Turcotte to draw up the new manhole specifications for construction. He presented the board with the proposed changes for consideration. Superintendent Backman and Commissioner Turcotte answered any questions the board and audience had regarding the proposed changes. After discussing the proposed changes, a few recommendations from the board were given and it was decided that some adjustments will be made to the proposal and be resubmitted to the board at the meeting next week for approval.

- **Review Suncook Pond Fence Quote**

Superintendent Backman presented proposals from Superior Fencing and American Fence for the Suncook Pond Fence project. He reviewed each proposal's specifications, colors and prices and answered the board's questions. After reviewing each proposal, the board voted on going forward with the project. Commissioner Turcotte motions to accept the quote from Superior Fence Company for \$32,324.00. Motion was seconded by Commissioner Bouffard. Chair Rodger asks for a roll call. Motion passed unanimously.

NEW BUSINESS

- **Third Quarter Sewer Meter Adjustments**

Superintendent Backman explains the process and reason for the deduct meter adjustments to the board. He presented the adjustments for the board to review before making any adjustments. The board reviewed the adjustments and had no questions regarding the adjustments.

- **Review of 2022 Budget**

Superintendent Backman presented the 2022 Budget for review and discussion. He pointed out some changes requested by the Town Finance Director. There was a slide presentation to the board from Superintendent Backman explaining how the budget is broken out and how it was determined. Superintendent Backman answered any questions from the board regarding the budget.

CORRESPONDENCE AND OTHER BUSINESS

- **September 2021 Hauler Invoice Summary Report**

Superintendent Backman presents the September 2021 Hauler Invoice Summary Report for approval in the amount of \$153,232.42.

Motion to approve by Commissioner Turcotte. Motion seconded by Commissioner Bouffard. Chair Rodger requests a roll call. All in favor. Motion passed.

- **Approve September 2021 Sewer Adjustment Journal**

Superintendent Backman presents the September 2021 Sewer Adjustment Journal in the amount of \$76.17.

Motion to approve by Commissioner Turcotte. Motion seconded by Commissioner Bouffard. Chair Rodger requests a roll call. All in favor. Motion passed.

- **Review September 21, 2021 Minutes**

Superintendent Backman presents the September 21, 2021 minutes for review and approval. Commission Turcotte requested the minutes be amended to change the wordage in the third paragraph regarding the slope. He would like it to be corrected to "Commission Turcotte asked if the 5000 lb cement can be sloped".

Motion to approve by Commissioner Bouffard. with amendment to correct the above-mentioned changes. Motion seconded by Commissioner Turcotte. Chair Rodger requests a roll call. All in favor. Motion passed.

- **Bartlett Street Manhole**

Mr. McMahon informed the board that an old manhole was found on Bartlett Street when performing camera work in the area. He explained the findings and location of the old manhole. Eastern Pipe was consulted and we were given a quote of \$22,680.00 for replacement and lining of this manhole and pipe. Mr. McMahon and Superintendent Backman answered any questions the board had regarding this project.

Commissioner Turcotte to approve the Eastern Pipe proposal for \$17,780 for replacing the lining and \$4,900.00 for replacing the manhole on Bartlett Street. Motion seconded by Commissioner Bouffard. Chair Rodger requests a roll call. All in favor. Motion passed.

- **Dawn Drive Manhole**

Superintendent Backman reviewed the manhole on Dawn Drive which is connected to Granite Street. He reviewed the issues of a root ball and age of the line. Superintendent Backman signed the proposal for the work which was already approved by the board, and just wanted to keep them informed.

- **Electric Maintenance Update**

Superintendent Backman stated that on November 10, 2021 we will be doing the main breaker. Ewing Electric came in and took measurements and ordered the switch. No date yet for installation. He is also looking for proposals for a transfer switch for River Road as well and will be presenting them to the commission probably at the November meeting.

- **Clarifier Update**

Commissioner Bouffard asked for an update on the Clarifier project. Mr. Trainque explained the two conceptional designs for the project, explained the specs and differences between them. Superintendent Backman also noted that he was looking for a budgetary number for design, engineering which would not be in the 2022 budget. Because that project will increase hydraulic capacity (not necessarily permitted capacity) we will have to meet with Pembroke Sewer Commission at some point to discuss funding.

- **Motion to Adjourn**

Commissioner Turcotte motions to adjourn the meeting. Commissioner Bouffard seconds the motion. Chair Rodger calls roll. All in favor. Meeting adjourned at 5:51 pm.

Document Approval
Allenstown Sewer Commission

James Rodger, Chairperson	<u>James Rodger</u>
Alan Turcotte, Commissioner	<u>Alan Turcotte</u>
Dave Bouffard, Commissioner	<u>David Bouffard</u>

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SENT

11 / 12 / 2021

13:50:27 UTC

Sent for signature to James Rodger (jrodger@allenstownnh.gov), Alan Turcotte (aturcotte@allenstownnh.gov) and Dave Bouffard (dbouffard@allenstownnh.gov) from jbackman@allenstownnh.gov
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VIEWED

11 / 13 / 2021

23:50:13 UTC

Viewed by Alan Turcotte (aturcotte@allenstownnh.gov)
IP: 174.242.69.7



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11 / 13 / 2021

23:50:44 UTC

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VIEWED

11 / 15 / 2021

19:47:21 UTC

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